

HIGHWAY WORK PERMIT APPLICATION FOR UTILITY WORK
ERIE COUNTY DEPARTMENT OF PUBLIC WORKS
DIVISION OF HIGHWAYS
95 FRANKLIN STREET ~ 14TH FLOOR, BUFFALO, NEW YORK 14202
HIGHWAY WORK PERMIT APPLICATION FOR UTILITY WORK

Application is hereby made for a highway work permit

Highway Permit No. _____

Effective Date: _____

Phone: _____

ENTER NAME
MAILING ADDRESS
AND PHONE NO.
IN THIS SPACE

Check Type of Operation	PERMIT FEE				Deposit/Undertaking on File	Guarantee Deposit Amt. and/or Fee
	Base Fee	Additional Fee				
		Indicate No. Ft./Poles	Times Unit Rate	Total Amt. of Fee		
<input type="checkbox"/> 1. Original Installation						
<input type="checkbox"/> a. Underground <input type="checkbox"/> (1) Excavating, tunneling, boring, installing, etc. <input type="checkbox"/> (2) Commercial service sub-service connection	\$60		60¢ per ft.			
<input type="checkbox"/> b. Underground Residential service sub-surface connection	\$60		60¢ per ft.			
<input type="checkbox"/> c. Overhead Erecting poles, towers, etc.	\$120		\$4.00 per unit			
<input type="checkbox"/> d. Overhead Running new lines	\$120					
<input type="checkbox"/> e. Overhead <input type="checkbox"/> (1) Residential service connections <input type="checkbox"/> (2) Commercial service connections	\$30 \$60					
<input type="checkbox"/> f. On Bridges and Culverts <input type="checkbox"/> (1) Regular installation <input type="checkbox"/> (2) Requiring structural changes (existing procedure will continue for other aspects)	\$120 \$600					
<input type="checkbox"/> g. Telephone Booths/News Boxes	\$60					
<input type="checkbox"/> h. Miscellaneous	\$60					
<input type="checkbox"/> 2. Maintenance	\$60					
<input type="checkbox"/> a. Repairing, making replacements, relocation, performing herbicide work, etc. (indicate footage or poles although no additional fee)						
<input type="checkbox"/> b. Repair of residential water or sewer lines	NC					
<input type="checkbox"/> c. County requested maintenance	NC					
<input type="checkbox"/> 3. After original construction						
<input type="checkbox"/> a. County requested relocation	NC					
<input type="checkbox"/> b. Commercial service sub-surface connection	\$60					
<input type="checkbox"/> c. Commercial service overhead connection	\$30					
<input type="checkbox"/> d. Residential service sub-surface	NC					
<input type="checkbox"/> e. Residential service overhead connection	NC					

TOTAL PAID: \$ _____

Work may be described as follows: _____

☐ Additional work description is attached: ☐ Plans _____ pages and/or ☐ sketch is filed showing work to be performed at:

LOCATION: (☐ On ☐ Along ☐Across) County Rd. No. _____ between station/road _____
and station/road _____ in the town of _____
known as _____

Acceptance of the requested permit subjects the applicant/permittee to the restrictions, regulations and obligations stated with this application and on the permit.

Applicant/Permittee Signature _____ Date of Application _____ ,

For joint application and work, note name and address of Second Utility/Contractor/Entity below:

Revenue Received	_____	20	_____	By	_____
Approval recommended	_____	20	_____	By District Engineer	_____
Approval recommended	_____	20	_____	By Const./Engineer	_____
Comments:	_____				

HIGHWAY WORK PERMIT APPLICATION FOR UTILITY WORK RESPONSIBILITIES OF APPLICANT/PERMITTEE AND ALL SUBCONTRACTORS

PROTECTIVE LIABILITY INSURANCE COVERAGE

Applicant/Permittee must have protective liability insurance coverage in accordance with County requirements. Expiration of, or lack of, liability insurance automatically terminates the permit.

Insurance coverage may be provided by furnishing the County with one of the following:

- a. A Certificate of Protective Liability Insurance for Permits on County Highways, naming the County of Erie as Certificate Holder and as an additional insured.
- b. An Undertaking may be furnished by Public Service Corporations and Government Units only and must include the wording required by the County.

COMPENSATION INSURANCE AND DISABILITY COVERAGE

The Applicant/Permittee and all Subcontractors are required to have compensation insurance and disability coverage as noted in the provisions of the Worker's Compensation Law and Acts amendatory thereof for the entire period of the permit, or the permit is invalid.

NOTIFICATIONS

Notify County through Permit Office, one week prior to commencing work, except emergency work by public service utilities which should be reported the next day. Work must start within 30 days from date of permit. Notify Permit Office at conclusion of work.

MAJOR UTILITIES, COORDINATION WITH ABUTTING LANDOWNERS

Prior to submission of an application for permission to work in Erie County Highway Right-of-Way, the Applicant/Permittee shall coordinate said work with each major utility in the proposed work area so as not to interfere with their existing or planned utilities. Major utilities include, but are not limited to, gas, electric, telephone, pipe line and cable companies; and sanitary sewer and water districts.

Applicant/Permittee must notify in writing owners of facilities in work area (permission must be obtained before doing work affecting utilities' facilities) before starting work. Notify landowners of abutting lands before disturbing trees. Annual Maintenance Permit Notifications: Notify by telephone the County Highway District Engineer's Office one week in advance each time regular maintenance work is to be performed. In emergencies, notification by telephone should be made the next work day.

LOCATION OF OTHER UTILITIES DISCLAIMER

It shall be the sole responsibility of the Applicant/Permittee to ascertain the location of other utilities. The COUNTY OF ERIE shall be fully indemnified, held harmless and assumes no responsibility whatsoever to the Applicant/Permittee or any other previous or subsequent licensee for any encroachment or other interference with existing utility uses. **Before any work is started, Dig Safely New York (Underground Facilities Protective Organization) shall be contacted at 1-800-962-7962.**

CONSTRUCTION, SITE CARE AND RESTORATION

Applicant/Permittee shall construct proposed utilities in accordance with submitted plans. Further, an undertaking, a bond or certified check in an amount designated by the County of Erie may be required before a permit is issued, to guarantee restoration of the site to its original condition. If the County is obliged to restore the site to its original condition, the cost to the County will be deducted from the amount of the Applicant/Permittee's guarantee deposit at the conclusion of the work. The Applicant/Permittee is responsible for traffic protection and maintenance, including adequate use of signs and barriers, during work and non-work hours. No unnecessary obstruction is to be left on the pavement or in or on the right-of-way or in such a position as to block warning signs during or between work hours. No work shall be done to obstruct drainage or divert creeks, water courses or sluices onto the right-of-way. All false-work must be removed, and all excavations must be filled in and restored to the satisfaction of the Permit Office and District Engineer.

COSTS INCURRED BY ISSUANCE OF THIS PERMIT

The County shall be held free of any costs incurred by the issuance of this permit, direct or indirect.

HOLD HARMLESS/INDEMNIFICATION

The Applicant/Permittee agrees and covenants to indemnify and save, defend and hold the COUNTY OF ERIE harmless from any and all liability, claims, lawsuits, disputes, costs, attorney fees, personal injuries, including death, property damage, or any other loss or damage, including any claim, loss or damage of other licensees, arising directly or indirectly out of or in connection with the Applicant/Permittee's work, obligations, use of the right of way, and/or right(s) pursuant to this permit, except for those claims caused by or resulting from the sole negligence of the County, its agents or employees. Without limiting the generality of the preceding sentence, the provisions of the paragraph shall extend to indemnify and save harmless the COUNTY OF ERIE from any claims arising out of or in connection with the termination or revocation of this permit.

SUBMITTING WORK PLANS

The Applicant/Permittee will submit work plans and/or a map as required by the County. This shall include such details as the location of their utilities, measurements of driveways with relation to nearest corner, positions of guys supporting poles and a schedule of the number of poles and feet of excavation necessary for completion of the work on the County right of way. A description of the proposed method of construction will be included.

Plan work with future adjustments in mind, as any relocation, replacement or removal of the installation authorized by this permit and made necessary by future highway maintenance, reconstruction or new construction, will be the responsibility of the Applicant/Permittee.

The Applicant/Permittee must cooperate and coordinate all work with County construction or other construction undertaken where there is reason to believe that a conflict exists. Otherwise, it shall be the Applicant/Permittee's responsibility to prove that no conflict exists.

TRAFFIC MAINTENANCE

Highway traffic shall be maintained by the Applicant/Permittee in a safe manner, during work and non-work hours until its final completion. Suitable safeguards (including but not limited to flagmen when required) must be provided by the Applicant/Permittee. Maintenance of traffic shall be in conformance with N.Y.S. Manual of Uniform Traffic Control Devices.

COST OF CONSTRUCTION OBSERVATION

If, in the accounts kept by the County, costs of construction observation are found to be exceedingly high, the County reserves the right to bill the Applicant/Permittee for actual expenses incurred in observation of the Applicant/Permittee's project.

SCOPE

- a. Areas covered:
Permits issued are for highways, bridges and culverts over which the County of Erie has jurisdiction. (NYS and local governments issue permits for their own jurisdictions.)
- b. Legal:
The privilege granted by the permit does not authorize any infringement of federal, state, or local laws or regulations, and is limited to the extent of the authority of the County in the premises, and is transferable and assignable only with the written consent of the Deputy Commissioner of Public Works-Highways.
- c. Commissioner's Reservations:
The Deputy Commissioner of Public Works-Highways reserves the right to modify fees and to revoke or annul the permit at any time, at his discretion, without a hearing or the necessity of showing cause.
- d. Locations:
Work locations must meet approval of the County.

COMPLETION OF PROJECT

Upon completion of the work within the County highway right-of-way authorized by the work permit, the Applicant/Permittee and any successors in interest, shall be responsible for the maintenance and repair of such work or portion of such work as set forth within the Terms and Conditions of the Highway Work Permit.